

भारत सरकार/ GOVERNMENT OF INDIA
भारतीय भूवैज्ञानिक सर्वेक्षण/ Geological Survey of India
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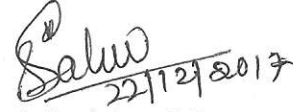
सं./No. 649 / 050/HRD/2016/20

दिनांक/Dated: 22.12.2017

कार्यालय आदेश / OFFICE ORDER

In order to streamline the problems currently being encountered in the APAR module of OCBIS portal, the existing hierarchy of reporting, reviewing and accepting officers of all streams of GSI for Gazetted officers from Director level and below has been revisited.

The revised hierarchy for officers posted in Regional HQs / State Units and Central Headquarters is enclosed herewith as Annexure-I & II respectively. Henceforth, the revised hierarchy will be followed from the year 2017-18 and onwards for the purpose of APAR, Leave etc..



(संयुक्ता साहू/ Sanjukta Sahoo)
उपमहानिदेशक (मा.सं.वि.) / Deputy Director General (HRD)
कृते महानिदेशक / for Director General

सं./No. 650 / 050/HRD/2016/20

दिनांक/Dated: 22.12.2017

प्रतिलिपि सूचना हेतु अग्रेषित / Copy forwarded for kind information to:

1. The Secretary to the Govt. of India, Ministry of Mines, Shastri Bhawan, New Delhi.
(Kind Attn.: - Director, Mines-II, Ministry of Mines).
2. The Addl. Director General, PSS/ASS/STSS, GSI, Kolkata.
3. The Addl. Director General & Head, GSI, NM-IA, Kolkata / NM-IB, Kolkata / NM-II, Nagpur / NM-III, Kolkata / NM-IV, Kolkata.
4. The Addl. Director General & HoD, GSI, CR, Nagpur / ER, Kolkata / NER, Shillong / NR, Lucknow / SR, Hyderabad / WR, Jaipur.
5. The Dy. Director General of all State Units / Regional Mission Heads of all Regions.
6. The Dy. Director General, GSI, RSAS, Bangalore.
7. The Dy. Director General, M&CSD, Mangalore / Visakhapatnam / Kolkata.
8. The Dy. Director General & Head, NM-V, GSI, Hyderabad.
9. The Dy. Director General (P), GSI, CHQ, Kolkata.
10. The Director, GSI, Personnel / Administration, GSI, CHQ, Kolkata.



(संयुक्ता साहू/ Sanjukta Sahoo)
उपमहानिदेशक (मा.सं.वि.) / Deputy Director General (HRD)
कृते महानिदेशक / for Director General

Reporting hierarchy of Gaz. officers of all streams of Director Level (GP 8700) and below in Regional HQs & State Units of GSI

A. Geology Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Gr. 'B' Gazetted / Geologist/ Sr. Geologist (Gr. B Gaz. /JTS / STS)	Superintending Geologist /Director (JAG/JAG-NFSG)	DDG (SAG)	ADG (HAG)
2	Superintending Geologist / Director (G) (JAG/JAG-NFSG)	DDG (JAG-NFSG)/(SAG)	ADG (HAG)	DG
3	Director (G), PSS, Regions (JAG)	DDG, RMH-III, Regions (SAG)	ADG & HoD, Regions (HAG)	DG
4	Director, RTI, Regions (JAG)	DDG, RMH-III, Regions (SAG)	ADG & HoD, Regions (HAG)	DG

B. Geophysics (incl. Insttn. & Min. Phy.) Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Geophysicist / Asstt. Geophysicist (Insttn.) / Geophysicist / Geophysicist (Jr.) (Insttn.) / Geophysicist (Sr.) (Insttn.) / Min. Physicist (Jr.) / Min. Physicist (Sr.) / Sr. Geophysicist (Gr. B Gaz. / JTS / STS officers)	Suptdg. Geophysicist / Director (MP) / Director (GP) / Director (GP) (Insttn.); If not available, Director, RMH-IV, Regions (JAG/JAG-NFSG)	DDG (GP). If not available, then DDG, RMH-IV, Regions (SAG)	ADG & HoD (HAG)
2	Suptdg. Geophysicist / Director (GP) / Director (GP) (Insttn.). (JAG/JAG-NFSG)	DDG (GP). If not available, then DDG, RMH-IV, Regions (SAG)	ADG & HoD (HAG)	DG

C. Chemistry Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Chemist / Chemist / Sr. Chemist (Gr. B Gaz. / JTS / STS officers)			
	In Regions:	Suptdg. Chemist / Director (Chemistry). If JAG (Chem.) not available, then Suptdg. Geol. / Director (Geol.), RMH-IV, Regions (JAG / JAG-NFSG)	DDG (Chem.). If not available, then DDG, RMH-IV, Regions (SAG)	ADG & HoD, Regions (HAG)
	In State Units:	Suptdg. Chemist / Director (Chemistry). If JAG (Chem.) not available, then Suptdg. Geol. / Director (Geol.), TC Div., State Units (JAG / JAG-NFSG)	DDG, State Units (SAG)	ADG & HoD, Regions (HAG)
2	Suptdg. Chemist / Director (Chemistry) JAG / JAG (NFSG)			
	In Regions:	DDG (Chemistry). If not available, then DDG, RMH-IV, Regions (SAG)	ADG & HoD, Regions (HAG)	DG
	In State Units:	DDG, State Units (SAG)	ADG & HoD, Regions (HAG)	DG

D. Engineering Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Engineer (Gr. B Gaz.) / Exec. Engineer	Exec. Engineer (NFJAG) / Suptdg. Engineer; If not available, Director, RMH-II, Regions (JAG / JAG-SG)	DDG, RMH-II, Regions. (SAG)	ADG & HoD, Regions (HAG)
2	Exec. Engineer (NFJAG) / Suptdg. Engineer	DDG, RMH-IV, Regions	ADG & HoD, Regions	DG

	(JAG/JAG-SG)	(SAG)	(HAG)	
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E. Administration & Personnel Streams

Post	Reporting Authority	Reviewing Authority
Administrative Officer / Asstt. Director (P&A) / Dy. Director (P&A) (Group 'B' [Gazetted] / JTS / STS)		
In Regions:	HOO / Director, PSS of the Region (JAG/JAG (NFSG))	DDG, RMH-III, Regions (SAG)
In State Units:	HOO / Director, TC Div. of the State Units (JAG/JAG (NFSG))	DDG, State Unit (SAG)
Jt. Director (P&A) (JAG)	HOO / Director, PSS of Region JAG (NFSG)	DDG, RMH-III, Regions (SAG)

F. Finance Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
ACAO/ CAO (JTS / STS)	Director (Finance) / HOO of Regions (JAG)	DDG, RMH-III, Regions (SAG)	ADG & HoD, Regions (HAG)
Director (Finance & Accounts)	DDG, RMH-III, Regions (SAG)	ADG & HoD, Regions (HAG)	DG

G. AP&M Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Dy. COS (STS)	Director, RMH-IV, Regions (JAG)	DDG, RMH-IV, Regions (SAG)	ADG & HoD, Regions (HAG)
Stores Officer / Stores Manager			
In Regions	Dy. COS (STS)	Director, RMH-IV, Regions (JAG)	ADG & HoD, Regions (HAG)
In State Units	HOO, State Units (JAG)	DDG, State Units (SAG)	ADG & HoD, Regions (HAG)

H. Survey Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Asstt. Survey Officer / Survey Officer / Sr. Survey Officer (Gr. B Gaz. /JTS / STS)	Director, PSS of Regions (JAG)	DDG, RMH-I, Regions (SAG)	ADG & HoD, Regions (HAG)

I. Stenography stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Private Secy. (Gr. B Gazetted)	Director, PSS / Director, TC Div., SU / Director, RMH (JAG)	DDG, RMH / DDG, SU / DDG, GP / DDG, Chem. (SAG)	ADG & HoD (HAG)

J. Official Language officers

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Asstt. Director (OL) / Dy. Director (OL) (JTS/STS)	Suptdg. Geol. / Director, PSS Div., Regions (JAG/JAG-NFSG)	DDG, RMH-III, Regions (SAG)	ADG & HoD, Regions (HAG)

Reporting hierarchy of Gaz. officers of all streams of Director Level (GP 8700) and below in Central Headquarters, GSI

A. Geology Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Gr. 'B' Gazetted / Geologist/ Sr. Geologist (Gr. B Gaz. /JTS / STS)	Superintending Geologist /Director (JAG/JAG-NFSG)	DDG (SAG)	ADG (HAG)
2	Superintending Geologist / Director (G) (JAG/JAG-NFSG)	DDG (JAG-NFSG)/(SAG)	ADG (HAG)	DG
3	Director (G), AdSS (JAG-NFSG)	DDG (HRD) (SAG)	ADG (AdSS) (HAG)	DG

B. Geophysics (incl. Insttn.) Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Geophysicist / Asstt. Geophysicist (Insttn.) / Geophysicist / Geophysicist (Jr.) (Insttn.) / Geophysicist (Sr.) (Insttn.) / Sr. Geophysicist (Gr. B Gaz. / JTS / STS officers)			
	In SGRPC, CHQ, Kolkata	Suptdg. Geophysicist / Director (GP) / Director (GP) (Insttn.); If not available, Director, Geodyn. Studies Div., GHRM Centre (JAG/JAG-NFSG)	DDG (GP) / DDG (GP) (Insttn.). If not available, then DDG, NM-IV A (SAG)	ADG & HoD (HAG)
	In M-IB, Kolkata & RSAS, Bangalore	Suptdg. Geophysicist / Director (GP) / Director (GP) (Insttn.) (JAG/JAG-NFSG)	DDG, RSAS (SAG)	ADG & Head, NM-I B (HAG)
2	Suptdg. Geophysicist / Director (GP) / Director (GP) (Insttn.).			

	(JAG/JAG-NFSG)			
	In SGDRPC, CHQ, Kolkata	DDG (GP) / DDG (GP) (Insttn.). If not available, then DDG, NM-IV A (SAG)	ADG & Head, NM-IV (HAG)	DG
	In M-IB, Kolkata & RSAS, Bangalore	DDG, RSAS (SAG)	ADG & Head, NM-I B (HAG)	DG

Mineral Physics Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Mineralogist (Jr.) / Mineralogist (Sr.) (JTS/STS)	Director (MP); If not available, Director, NCEGR (JAG, JAG-NFSG)	DDG, NCEGR / DDG, NM-IV (Fund. Geosc. & Res.) (SAG)	ADG (HAG)
2	Director (MP); If not available, Director, NCEGR (JAG, JAG-NFSG)	DDG, NCEGR / DDG, NM-IV (Fund. Geosc. & Res.) (SAG)	ADG & HoD, NR (for NCEGR, Fbd.) / ADG & NMH-IV (HAG)	DG

C. Chemistry Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Chemist / Chemist / Sr. Chemist (Gr. B Gaz. / JTS / STS officers)			
	In CCL, Kolkata	Suptdg. Chemist / Director (Chemistry). If JAG (Chem.) not available, then Suptdg. Geol. / Director (Geol.), STSS, Kolkata (JAG / JAG-NFSG)	DDG (Chem.). If not available, then DDG, STSS (SAG)	ADG, STSS (HAG)
	In NCEGR, Faridabad	Suptdg. Chemist / Director (Chemistry). If JAG (Chem.) not available, then Suptdg. Geol. / Director, NCEGR, Fbd. (JAG / JAG-NFSG)	DDG, NCEGR, Fbd. (SAG)	ADG & HoD, NR, Lucknow (HAG)
2	Suptdg. Chemist / Director (Chemistry) JAG / JAG (NFSG)			

	In CCL, Kolkata	DDG (Chemistry), CHQ. If not available, then DDG, STSS (SAG)	ADG (STSS) (HAG)	DG
	In NCEGR, Faridabad	DDG, NCEGR, Fbd. (SAG)	ADG & HoD, NR, Lucknow (HAG)	DG

D. Engineering Stream

Sl. No. 1	Level of officer reported upon 2	Reporting level officer 3	Review level officer 4	Accepting officer 5
1	Asstt. Engineer (Gr. B Gaz.) / Exec. Engineer			
	In NM-II, Nagpur	Exec. Engineer (NFJAG) / Suptdg. Engineer (JAG / JAG-SG)	Chief Engineer, NM-II; If not available, DDG, NM-IIA (SAG)	ADG & NMH-II (HAG)
	In NM-IIB, Kolkata	Exec. Engineer (NFJAG) / Suptdg. Engineer (JAG / JAG-SG)	Chief Engineer, NM-IIB; If not available, DDG, NM-IIB (SAG)	ADG (STSS) (HAG)
	In STSS, Kolkata	Exec. Engineer (NFJAG) / Suptdg. Engineer (JAG / JAG-SG)	Chief Engineer, STSS; If not available, DDG, STSS (SAG)	ADG (STSS) (HAG)
2	Exec. Engineer (NFJAG) / Suptdg. Engineer (JAG/JAG-SG)			
	In NM-II, Nagpur	Chief Engineer, NM-II; If not available, DDG, NM-IIA (SAG)	ADG & NMH-II (HAG)	DG
	In NM-IIB, Kolkata	Chief Engineer, NM-IIB; If not available, DDG, NM-IIB (SAG)	ADG (STSS) (HAG)	DG
	In STSS, Kolkata	Chief Engineer, STSS; If not available, DDG, STSS (SAG)	ADG (STSS) (HAG)	DG

E. Administration & Personnel Streams

Post	Reporting Authority	Reviewing Authority
Administrative Officer (Group 'B' [Gazetted])	Asstt. Director (P&A) (JTS)	Dy. Director (P&A) (STS)
Asstt. Director (P&A) (JTS)	Dy. Director (P&A) (STS)	Joint Director (P&A) / Director (JAG/JAG-NFSG)
Dy. Director (P&A) (STS)	Joint Director (P&A) / Director (JAG/JAG-NFSG)	DDG (P&A) / DDG (SAG)
Joint Director (P&A) (JAG)	Director (JAG-SG)	DDG (P&A) / DDG (SAG)
Director (P&A) (JAG-SG)	DDG (P&A) (SAG)	ADG (P&A) / ADG (AdSS) (HAG)

F. Finance Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
ACAO/ CAO (JTS / STS)	Director (Finance) (JAG)	DDG (P&A) (SAG)	ADG (Finance); If not available ADG (ASS) (HAG)
Director (Finance) (JAG)	DDG (P&A) (SAG)	ADG (Finance); If not available ADG (ASS) (HAG)	DG

G. AP&M Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Stores Officer / Stores Manager / Dy. COS	COS (JAG)	DDG, STSS (SAG)	ADG, STSS (HAG)
COS (JAG)	DDG, STSS (SAG)	ADG, STSS (HAG)	DG

H. Survey Stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Asstt. Survey Officer / Survey Officer / Sr. Survey Officer (Gr. B Gaz. /JTS / STS)	Suptdg. Survey Officer / Director, PSS of NM-II / NM-IV / Director, STSS (JAG)	DDG, NM-IIA / DDG, NM-IV (Fund. Gesoc. & Res.) / DDG, STSS (SAG)	ADG & NMH-II / ADG & NMH-IV / ADG, STSS (HAG)
Suptdg. Survey Officer (JAG)	DDG, STSS (SAG)	ADG, STSS (HAG)	DG

I. Stenography stream

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Private Secy. / Sr. Private Secretary / Principal Private Secy. (Gr. B Gazetted/JTS)	Suptdg. Geologist / Suptdg. Geophysicist / Suptdg. Chemist / Joint Director (P&A) / Director (JAG)	DDG / Chief Engineer (SAG)	ADG (HAG)

J. Vigilance, Library stream, Jr. Inv. Officer, Official Language, Artist, Press Operator, Asstt. Pub. Officer

Post	Reporting Authority	Reviewing Authority	Accepting Authority
Jr. Investigating Officer / Investigating Officer (Gr. B Gaz./ STS)	CVO (JAG-NFSG/SG)	DDG (P&A) (SAG)	ADG (AdSS) (HAG)
Law Officer (JTS)	Director (P&A) / Director in-charge of Law section (JAG-SG)	DDG (P&A) (SAG)	ADG (P&A) / ADG (ASS) (HAG)
Asstt. Director (OL) / Dy. Director (OL) (JTS/STS)	Suptdg. Geol. / Director, Pub. Div. (JAG/JAG-NFSG)	DDG (Pub.) (SAG)	ADG & NMH-III (HAG)
Asstt. Lib. Inf. Officer / Asstt. Pub. Officer / Lib. Inf. Officer (Gr. B Gaz. / JTS)	Suptdg. Geol. / Director, Pub. Div., CHQ (JAG)	DDG (Pub.) (SAG)	ADG & NMH-III (HAG)
AEE (Construction) (JTS)	Director (AdSS) (JAG-NFSG)	DDG (HRD) (SAG)	DG